

# STEM SCALE-UP PROGRAM Online Application Management System

## Help Guide: Educator Application

### Creating a User Account



GOVERNOR'S STEM ADVISORY COUNCIL  
dedicated to building a strong STEM education foundation for all Iowans

As an applicant, the first step in the application process is to create a user account. You will be required to create a username and password. This will allow you to access and manage your application throughout the course of the year.

### Iowa STEM Application System

#### Create your account

\*required field

Email address\*

  

Password\*

  

Confirm Password\*

  

First Name\*

  

Last Name\*

  

**Create Account**

— Already have an account? —

**Sign In**

**STEP #1** Enter your email address, create a password, enter your first and last name.

**STEP #2** Click on “Create Account”

**STEP #3** An email will be sent to you indicating your account has been created

**STEP #4** Click on the link within the email to activate your account. Your User Account has been COMPLETED and ACTIVATED.

### Iowa STEM Application System

#### Sign in to your account

Email address (required)

  

Password (required)

  

[Forgot password?](#)

**Sign In**

— Don't have an account? —

**Create a new account**

**STEP #5** You may now go back to the sign in page.

**STEP #6** Enter your email address and password. Click “Sign In” to access the application portal.

**NOTE:** If you forget your password, click “Forgot password?” and an email will be sent to you to reset the password.